



Republic of the Philippines
Department of Environment and Natural Resources
BIODIVERSITY MANAGEMENT BUREAU
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MAY 30 2023

MEMORANDUM

FOR : The Regional Executive Directors
DENR Regions I-III, V-XII, NCR, CAR, CALABARZON,
MIMAROPA and CARAGA

FROM : The Director
In concurrent capacity as Assistant Secretary for Policy,
Planning and Foreign-Assisted and Special Projects

SUBJECT : CONSULTATION-WORKSHOP ON JULY 11-13, 2023 RE:
DRAFT AMENDMENT OF DAO 2004-55 DENR
STREAMLINING/PROCEDURAL GUIDELINES PURSUANT TO
THE JOINT DENR-DA-PCSD IMPLEMENTING RULES AND
REGULATIONS OF REPUBLIC ACT 9147 OTHERWISE KNOWN
AS "WILDLIFE RESOURCES CONSERVATION AND
PROTECTION ACT" AND DRAFT DENR ADMINISTRATIVE
ORDER PRESCRIBING NEW FEES FOR THE USE OF
WILDLIFE RESOURCES

We are forwarding herewith the draft DENR Administrative Order amending the DENR 2004-55 *DENR Streamlining/Procedural Guidelines Pursuant to the Joint DENR-DA-PCSD Implementing Rules and Regulations of Republic Act 9147 Otherwise known as "Wildlife Resources Conservation and Protection Act"* and draft DENR Administrative Order Prescribing New Fees for the Use of Wildlife Resources, for your further comments/suggestions/recommendations.

Along this line, a face-to-face consultation workshop will be organized by this Bureau on July 12-13, 2023 (exclusive of travel time) in Clark, Pampanga (specific venue still to be determined). In preparation for this, we would like to request two (2) participants from the Regions (one each from the Licensing, Patents and Deeds Division and Conservation and Deeds Division) to participate in the said consultation-workshop. To facilitate the preparation of the DENR Special Order for this activity, kindly advise your participants to register through to this link <https://forms.gle/VkRmtvm2UMdB3UsJ9> on or before 09 June 2023. Food and accommodation shall be shouldered by this Bureau. On the other hand, transportation



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2021-2030

expenses from the place of assignment to the venue and vice versa and other incidental expenses shall be shouldered by the concerned Regional Office.

We will appreciate receiving further comments and inputs on the draft policies on or before 23 June 2023, for consolidation and for use as working document during the consultation-workshop.

For clarification, please do not hesitate to contact the Wildlife Resources Division at Tel No. 89258952 to 53 or through the above-cited email address. Workshop advisory will be disseminated to the participants in due time.

For information and consideration.


MARCIAL C. AMARO, JR.



Republic of the Philippines
Department of Environment and Natural Resources
BIODIVERSITY MANAGEMENT BUREAU



BMB202302722

DENR Administrative Order
No. 2022 - _____

**SUBJECT: AMENDING DENR ADMINISTRATIVE ORDER NO. 2004-55
“STREAMLINING/PROCEDURAL GUIDELINES PURSUANT TO
THE JOINT DENR-DA-PCSD IMPLEMENTING RULES AND
REGULATIONS OF REPUBLIC ACT 9147 OTHERWISE KNOWN
AS “WILDLIFE RESOURCES CONSERVATION AND
PROTECTION ACT”**

In order to ensure effective implementation of the provisions of DENR Administrative Order No. 2004-55 “Streamlining/Procedural Guidelines pursuant to the Joint DENR-DA-PCSD Administrative Order No. 01 Series of 2004 “Implementing Rules and Regulations of Republic Act 9147 otherwise known as “Wildlife Resources Conservation and Protection Act, DAO 2004-55 is hereby amended by this Administrative Order for the information, guidance, and compliance of all concerned.

CHAPTER I
Jurisdiction and Scope of Application

Section 1. Jurisdiction and Scope of Application. The provisions of this Order shall be enforceable for all terrestrial wildlife (plants and animals); amphibians; dugong; crocodile; all turtles and tortoises, waterbirds; and, other wetland species pursuant to Joint DENR-DA-PCSD Administrative Order No. 01, Series of 2004 and captive-bred/propagated progenies of said wildlife, found in all areas of the country, including protected areas under Republic Act No. 7586, otherwise known as the National Integrated Protected Areas System (NIPAS) Act, as amended by RA 11038 or the Expanded NIPAS Act of 2018, and critical habitats. Further, this Order shall apply to exotic species of the aforementioned wildlife that have been introduced in the country by whatever means, which are subject to trade, are maintained or bred in captivity or propagated in the country. Species listed under the Appendices of the Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES) shall also be governed by this Order.

CHAPTER II
Definition of Terms

Section 2. Definition of Terms. For purposes of this Order, the following terms shall be construed as follows:

1. Captive-bred – individuals born or otherwise produced in a controlled environment;
2. Charges – amount collected for use of a privilege under control of government;
3. Certificate of Wildlife Registration – a privilege given to individuals/entity who want to possess wildlife species.
4. CITES Export Permit – permit authorizing an individual to bring, send or transport wildlife listed under the CITES Appendices, including its by-products or derivatives, from the Philippines to other countries;

- 51
52 5. CITES Import Permit – permit issued authorizing an individual to bring into the
53 Philippines wildlife listed under the CITES Appendices, including its by-products or
54 derivatives, from other countries;
55
56 6. CITES Re-export Permit – permit authorizing an individual to bring out of the country
57 wildlife listed under the CITES Appendices, including its by-products or derivatives,
58 which were previously imported;
59
60 7. Commercial purposes – activities undertaken to obtain economic benefit, including
61 profit (whether in cash or in kind) and is directed toward resale, exchange, provision of
62 a service or other form of economic use or benefit;
63
64 8. Conservation breeding - the process of producing individuals under controlled
65 conditions or with human intervention for possible release to the wild or other
66 conservation or scientific purposes;
67
68 9. Director – the Director of Biodiversity Management Bureau (BMB) of the Department
69 of Environment and Natural Resources;
70
71 10. Economically Important Species – species which have actual or potential value in trade
72 or utilization for commercial purpose;
73
74 11. Exportation – the act of bringing wildlife, its by-products or derivatives out of the
75 country;
76
77 12. Fees – amount collected covering administrative costs and services of public officers;
78
79 13. Gratuitous Permit – privilege given to an individual, academe, research institution, or
80 organization to capture/harvest and transport wildlife species from the natural habitat
81 for scientific and other authorized purposes;
82
83 14. Importation – the act of bringing wildlife, by-products or derivatives into the country;
84
85 15. Joint DENR-DA-PCSD A.O. No. 01 Series of 2004 – the implementing rules and
86 regulations of the Republic Act 9147 otherwise known as “Wildlife Resources
87 Conservation and Protection Act”;
88
89 16. Local Transport Permit (LTP) – permit authorizing an individual to bring, carry or ship
90 wildlife, by-products or derivatives acquired from legal sources from the point of origin
91 to the final destination within the country;
92
93 17. National Wildlife Management Committee (NWMC) – refers to the Committee created
94 pursuant to Section 6 of the Joint DENR- DA-PCSD Administrative Order No. 01
95 tasked to provide technical and scientific advice to the DENR concerning applications
96 for the collection or use of wildlife as may be allowed in this Order;
97
98 18. Wildlife Export Certificate – a certificate authorizing an individual to bring out non-
99 CITES wildlife from the Philippines to any other country;
100

- 101 19. Wildlife Import Certificate – a certificate authorizing an individual to bring into the
102 country non-CITES wildlife from another country;
- 103
- 104 20. Wildlife Re-export Certificate – a certificate authorizing an individual to bring out of
105 the country non-CITES wildlife which were previously imported;
- 106
- 107 21. PAMB – refers to the Protected Area Management Board, a decision making body
108 created by RA 7586 which exercises jurisdiction over a protected area within its area
109 of responsibility;
- 110
- 111 22. Phytosanitary Certificate – document issued by the Bureau of Plant Industry,
112 Department of Agriculture (BPI-DA) for plants or plant products certifying that the
113 specimens are free from pests and conform with the phytosanitary regulations of the
114 country;
- 115
- 116 23. Prior clearance – endorsement or certification issued by the concerned agencies or
117 bodies prior to collection of wildlife resources;
- 118
- 119 24. Protected area – identified portions of land and water set aside by reason of their unique
120 physical and biological significance, managed to enhance biological diversity and
121 protected against destructive human exploitation established pursuant to RA 7586;
- 122
- 123 25. Quarantine/Veterinary Certificate – document issued by the Bureau of Animal Industry,
124 Department of Agriculture (BAI-DA) for animals certifying that these are free from
125 evidence of dangerous communicable animal diseases or exposure thereto;
- 126
- 127 26. RED – Regional Executive Director, the head of the DENR Regional Offices;
- 128
- 129 27. Re-issuance Fee – payment made for processing and issuing of the same document for
130 replacement of expired CITES/non-CITES permit;
- 131
- 132 28. Registration – act of entering in the DENR’s official records wildlife species granting
133 authority to said persons, agencies or institutions to maintain the wildlife;
- 134
- 135 29. Regional Wildlife Management Committee (RWMC) – refers to the Committee at the
136 Regional level that provide technical assistance and scientific advice to the DENR for
137 species under their jurisdiction;
- 138
- 139 30. Special Local Transport Permit (SLTP) - refers to a permit conferred to holders of
140 Wildlife Special Use Permit (WSUP) authorizing the conveyance of wildlife, by-
141 products and/or derivatives from the facility of origin to one or more places within the
142 Philippines and back to the facility of origin;
- 143 31. Wildlife – refers to wild forms and varieties/strains of flora and fauna, in all
144 developmental stages, such as but not limited to eggs, pupae, seedlings including those
145 which are in captivity or are being bred or propagated; flora and fauna or those not
146 covered by any legally-accepted document stating that same is a product of registered
147 captive-breeding/propagation shall be presumed to be in the wild form;
- 148
- 149 32. Wildlife Collector’s Permit (WCP) – permit to take or collect from the wild certain
150 species and quantities of wildlife for commercial breeding/propagation;

192
193 4.1.1 The following are the requirements for the issuance of MOA:
194

- 195 a) Letter of Intent
196 b) Research /Project Proposal;
197 c) Profile of the institution/organization;
198 d) Endorsement from the head of institution/organization; or in the case of an
199 individual researcher, from a recognized expert or a research institution or
200 a conservation organization; and,
201 e) Letter of acceptance from local collaborators (for foreign
202 researchers/scientists)
203

204 4.2 In case collection of wildlife is necessary in the implementation of a research
205 undertaking/project, the issuance of a Gratuitous Permit (GP) is required.
206

207 4.3 For purposes of thesis and dissertation of students affiliated with local academic
208 institutions and government initiated research or scientific projects, the issuance of a
209 GP by the BMB Director or Regional Executive Director concerned, shall be sufficient.
210 The following are the requirements for the issuance of a GP:
211

- 212 a) Letter of Intent;
213 b) Research/Project Proposal;
214 c) Endorsement letter from the concerned Dean (for student applicants only) or in the
215 case of an individual researcher, from a recognized expert or a research institution
216 or conservation organization; and,
217 d) Prior clearance/endorsement from:
218 1. Protected Area Management Board (PAMB) in case collection site falls within
219 Protected Area/s; and/or,
220 2. Head of the concerned local communities (Municipal and Barangay Local
221 Government Units) with management jurisdiction over proposed collection site;
222 and/or,
223 3. Certificate of Prior Informed Consent (PIC) from Indigenous People/Indigenous
224 Cultural Communities (IPs/ICCs) in case collection sites fall within areas of
225 such communities.
226

227 4.4 The procedures in the issuance of MOA and GP are as follows:
228

- 229 a. The applicant shall submit the above-mentioned requirements to BMB (if foreign
230 entity/institution/individual or Filipino citizen affiliated with a foreign institution or
231 if the study/collection sites cover several regions in the country) or Regional Office
232 concerned (if the study/collection sites cover one region only);
233
234 b. The Wildlife Resources Division (WRD) of BMB or the Licensing, Patents, and
235 Deeds Division (LPDD) of the Regional Office shall evaluate the completeness of
236 the submitted requirements within one (1) working day. In case the requirements
237 are not complete, the applicant shall be informed of the deficiencies immediately;
238
239 c. If the documents are found in order, the corresponding MOA shall be processed
240 within thirty (30) days; the GP shall be processed within five (5) days.
241

242 4.5 Collection of specimens/sample by government agencies necessary to address urgent
243 concerns such as but not limited to red tide, ebola or ebola-like virus, malaria
244 occurrences, and the like as certified by the concerned agency/office, shall be exempted
245 from these rules on scientific researches. The DENR, DA, or PCSD shall be informed,
246 however, of the results of the research conducted and recommended plan of action.
247

248 **Section 5. Conservation Breeding or Propagation of Wildlife.** For Conservation Breeding
249 or Propagation Activities and other Wildlife Conservation/Research Projects initiated by
250 foreign entity/institution or local non-government/academic institutions a Memorandum of
251 Agreement shall be executed with the BMB or the Regional Office concerned. A Gratuitous
252 Permit may be issued whenever necessary.
253

254 5.1 The following are the approving authority for the execution of the MOA:
255

Category	Approving Authority
Foreign entity/institution/individual or Filipino citizen affiliated with a foreign institution	BMB Director
Local non-government organization; Local private academic institution	BMB Director (study sites cover several regions) RED concerned (study sites cover one region only)

256
257 5.2 The following are the requirements for the issuance of MOA:
258

- 259 a. Letter of Intent
260 b. Research /Project Proposal;
261 c. Profile of the institution/organization;
262 d. Endorsement from the head of institution/organization; or in the case of an
263 individual researcher, from a recognized expert or a research institution or a
264 conservation organization;
265 e. Letter of acceptance from local collaborators (for foreign researchers/scientists);
266 f. Habitat rehabilitation, protection and management plan for reintroduction and
267 restocking of captive-bred/propagated individuals.
268

269 5.3 The procedures in the issuance of MOA and/or GP are as follows:
270

- 271 a. The applicant shall submit the above-mentioned requirements to BMB (if foreign
272 entity/institution/individual or Filipino citizen affiliated with a foreign institution or
273 if the study/collection sites cover several regions in the country) or Regional Office
274 concerned (if the study/collection sites cover one region only);
275
276 b. The Wildlife Resources Division (WRD) of BMB or the Licensing, Patents, and
277 Deeds Division (LPDD) of the Regional Office shall evaluate the completeness of
278 the submitted requirements within one (1) working day. In case the requirements
279 are not complete, the applicant shall be informed of the deficiencies immediately;
280
281 c. If the documents are found in order and upon recommendation of the National
282 Wildlife Management Committee (NWMC) or Regional Wildlife Management

Committee (RWMC), the corresponding MOA shall be processed within thirty (30) days.

Section 6. Commercial Breeding or Propagation of Wildlife. The permits issued for the commercial breeding or propagation of wildlife are Wildlife Farm Permit (WFP)/Wildlife Culture Permit (WCuP), and Wildlife Collector's Permit (WCP). These permits will have a validity of five (5) years and renewable for the same duration. The requirements and procedures are the following:

6.1 Wildlife Farm Permit (WFP)/Wildlife Culture Permit (WCuP)

6.1.1 Requirements

- a. Duly accomplished application form (ANNEX "A") with two recent 2" x 2" photo of applicant and government issued ID;
- b. Certificate of Registration from appropriate Government agencies such as:
 - b.1 For a corporation, association or partnership, certified copy of Security and Exchange Commission (SEC) registration certificate and Articles of Incorporation/Partnership;
 - b.2 For a cooperative, certified copy of certificate of registration with Cooperative Development Authority (CDA); and,
 - b.3 For single proprietorship business – DTI registration
- c. Copy of BIR registration as exporter, if applicant will engage in export;
- d. Management and breeding plan in accordance with the attached outline;
- e. Proof of scientific expertise (list and qualifications of manpower);
- f. Photo of the existing facility (for those converted to wildlife farm) or sketch/development plan of proposed facility;
- g. Environmental Compliance Certificate or other appropriate clearance form EMB Regional Office concerned;
- h. Financial plan showing financial capability to venture breeding;
- i. Certified copy of Land Title or Lease Contract for the facility;
- j. Prior clearance from the affected communities, i.e. concerned LGUs, recognized head of the indigenous people in accordance with RA 8371, or Protected Area Management Board;
- k. In case of indigenous threatened species, a letter of commitment to simultaneously undertake conservation breeding and propose measures on rehabilitation and/or protection, where appropriate, as may be determined by the RWMC;

333
334 I. Payment of fees in accordance with section 12 hereof.
335

336 6.1.2. Procedures for Processing of WFP/WCuP:
337

338 a. The applicant shall submit the requirements to the nearest CENRO
339 /Implementing PENRO. The CENRO/Implementing PENRO shall review and
340 evaluate the completeness and appropriateness of the submitted documentary
341 requirements.
342

343 i. If the documents submitted are found in order, the technical staff of
344 concerned CENRO /Implementing PENRO, at the cost of the applicant,
345 shall inspect the proposed plantation area /nursery/ facility. The
346 complete documents should be forwarded to the Regional Office within
347 seven (7) working days for further evaluation.
348

349 ii. In case the documents submitted are incomplete, the application shall be
350 returned immediately informing the applicant of the deficiencies within
351 the same period;
352

353 b. Upon receipt of complete documents, the Licensing, Patents, and Deeds
354 Division (LPDD) of the concerned DENR Regional Office shall facilitate the
355 necessary preparatory procedures to convene the Regional Wildlife
356 Management Committee (RWMC) within five (5) days.
357

358 c. Upon completion of the preparatory documents, the Licensing, Patents, and
359 Deeds Division (LPDD) of the concerned DENR Regional Office together with
360 the Regional Wildlife Management Committee (RWMC) shall convene to
361 further evaluate the application within seven (7) working days;
362

363 d. The RWMC, within seven (7) days, shall submit its recommendation/s to the
364 Regional Executive Director (RED) for approval or denial;
365

366 e. The concerned RED shall issue the WCuP within three (3) working days upon
367 receipt of recommendation/s from the RWMC. In case of denial, the RED shall
368 issue a notification letter to the applicant stating the reasons for such denial;
369

370 f. The concerned DENR Regional Office, through its Records Unit, shall transmit
371 the WCuP or notification letter to the concerned party within one (1) day from
372 issuance thereof by the RED.
373

374 6.2 Wildlife Collector's Permit (WCP)
375

376 a. The applicant shall submit the following documents to the concerned DENR
377 Regional Office:
378

379 a.1 Duly accomplished application form with recent 2" x 2" photo of
380 applicant (ANNEX "A");
381

- 382 a.2 List of species to be collected indicating the quantity for each, and
383 methods of collection to be used;
384
385 a.3 Prior clearance from the affected communities, i.e. concerned LGUs,
386 recognized Head of Indigenous Cultural Communities (ICC) in
387 accordance with RA 8371, or Protected Area Management Board
388 (PAMB);
389
390 a.4 Names and addresses of authorized collectors/trappers; and,
391
392 a.5 Payment of fees in accordance with Section 12 hereof.
393
394 b. Upon submission of the above-mentioned documents, inspection of the
395 holding facility shall be conducted by technical staff of Licenses Patents and
396 Deeds Division of concerned DENR Regional Office, whose related
397 expenses shall be shouldered by the applicant within five (5) days;
398
399 c. Evaluation of application by the RWMC within five (5) days;
400
401 d. Preparation and approval of WCPs by the concerned Regional Executive
402 Director upon recommendation of the RWMC within three (3) days. In case
403 of collection sites covering several regions, the BMB shall process and
404 approve the WCPs; and,
405
406 e. Transmittal of approved WCPs to concerned parties within one (1) day.
407

408 **Section 7. Collection of Economically Important Species.** The collection of Economically
409 Important Species should be accompanied by a Wildlife Special Use Permit (WSUP). Issuance
410 of WSUP is subject to the approved list of economically important species and its rules and
411 regulations for specific species. The requirements and procedures are the following:
412

413 7.1 The applicant shall submit the following documents to the concerned DENR Regional
414 Office:
415

- 416 a. Duly accomplished application form with recent 2" x 2" photo of applicant
417 (ANNEX "B");
418
419 b. List of species to be collected indicating the quantity for each, and methods of
420 collection to be used;
421
422 c. Prior clearance from the affected communities, i.e. concerned LGUs,
423 recognized Head of Indigenous Cultural Communities (ICC) in accordance with
424 RA 8371, or Protected Area Management Board (PAMB);
425
426 d. Names and addresses of authorized collectors/trappers; and,
427
428 e. Payment of fees in accordance with Section 12 hereof.
429

430 7.2 Upon submission of the above-mentioned documents, inspection of the holding facility
431 shall be conducted by technical staff of Licenses Patents and Deeds Division of

concerned DENR Regional Office, whose related expenses shall be shouldered by the applicant within five (5) days;

7.3 Evaluation of application by the RWMC within five (5) days. In case of application for the WSUP, the BMB shall be part of the review Committee;

7.4 Preparation and approval of WSUPs by the concerned Regional Executive Director upon recommendation of the RWMC within three (3) days. In case collection sites cover several Regions, the BMB shall process and approve the WSUPs; and,

7.5 Transmittal of approved WSUPs to concerned parties within one (1) day.

Section 8. Other Uses of Wildlife. Wildlife may be utilized for shows or exhibitions, educational, and documentation for commercial purposes after compliance with the following requirements and procedures:

8.1 Animal/plant shows/exhibition using wildlife:

- a. Duly accomplished application form with recent 2" x 2" photo of applicant (ANNEX "C");
- b. In case of animal shows using wildlife, clearance from or registration with the Animal Welfare Division of the Bureau of Animal Industry pursuant to Republic Act 8485 (Animal Welfare Act);
- c. In case of imported animals, no importation shall be permitted except upon deposit of a bond with BMB in an amount equal to the transport cost of the animals back to the owner-country of origin. Import/re-export permits shall be secured in accordance with Section 9 hereof; and,
- d. Issuance of Wildlife Special Use Permit for Animal/Plant Show by the concerned Regional Executive Director. However, for animals coming from other countries, the BMB Director shall issue the WSUP.

8.2 Educational /Documentation for commercial purposes:

- a. Duly accomplished application form (ANNEX "D");
- b. Letter request specifying the species, quantity and areas of collection or area, subject of documentation, as the case maybe;
- c. Clearance from the recognized head of Indigenous People in accordance with R.A. No. 8371 (Indigenous People's Rights Act (IPRA) of 1997, concerned LGUs or Protected Area Management Board; and,
- d. Issuance of Wildlife Special Use Permit for educational/documentation purposes by the concerned DENR Regional Executive Director.

Section 9. Local Transport of Wildlife, By-Products and Derivatives. The transport of legally acquired wildlife, its by-products and derivatives from one province to another shall be allowed upon prior issuance of a Local Transport Permit (LTP) by the DENR (in accordance with the requirements hereof). The following are the requirements for the issuance of a Local Transport Permit:

- 9.1 Duly accomplished application form (ANNEX "E");
- 9.2 Inspection/verification of wildlife by the CENRO nearest the place of collection using Inspection Report Form (ANNEX "F");
- 9.3 Documents supporting the legal possession or acquisition of wildlife;
- 9.4 Payment of fees in accordance with Section 12 hereof; and,
- 9.5 Issuance of local transport permit by the CENRO nearest the place of collection or implementing PENRO. In the case of Metro Manila, the RED NCR shall issue the local transport permit.

Section 10. Issuance of Special Local Transport Permit. Any person or entity with a valid Wildlife Special Use Permit (WSUP) may apply for a Special Local Transport Permit (SLTP) for the in-country conveyance of accredited/registered wildlife, wildlife by-products and/or derivatives therefrom for shows, exhibitions and education purposes, such as training, teaching and similar learning events. A SLTP shall authorize the multiple journey and round trip transport of wildlife, wildlife by-products and/or derivatives specified therein from the facility of origin to place/s of destination and vice-versa for a period not exceeding three (3) months. *Provided*, that each transport shall be accompanied by the original copy of the WSUP, invitation or engagement letter, contract or written agreement indicating the date and venue of the show, exhibition or educational event.

The following are the requirements and procedures for the issuance of an SLTP:

- 10.1 The concerned WSUP holder shall submit the following requirements to the Office of the Regional Director (ORD), in the case of the DENR-National Capital Region (NCR) or the concerned Provincial Environment and Natural Resources Office (PENRO), in the case of other DENR Regional Offices:
 - 10.1.a Duly accomplished application form (ANNEX "G");
 - 10.1.b Certified true copy of the WSUP and other document/s supporting the legal possession/acquisition of the wildlife species/specimens applied for SLTP;
 - 10.1.c Copies of available invitation or engagement letters, contracts or written agreements indicating the date and venue of the show, exhibition or educational event; and,
 - 10.1.d Payment of fees
- 10.2 The ORD, DENR-NCR or concerned PENRO, as the case may be, shall evaluate the application documents; cause the inspection and verification of the wildlife specimens applied for SLTP; issue the corresponding SLTP (format attached as ANNEX "H") or inform the applicant in writing in case the results of the evaluation and verification process do not warrant the issuance of an SLTP, whichever is appropriate, within five (5) working days from receipt of the aforementioned requirements from the applicant; and,
- 10.3 The issuing officer shall furnish all the concerned DENR Regional/field offices with a copy of the SLTP for record and compliance monitoring purposes.

Section 11. Exportation, Re-exportation and Importation of Wildlife. The exportation, re-exportation and importation of wildlife, its by-products and derivatives acquired from legal sources shall be allowed upon prior issuance of an export or import permit by the DENR in accordance with the requirements hereof. For the re-exportation of wildlife, a re-export permit shall be issued for specimens either covered by an import permit from the DENR or other proofs of acquisition from legal sources.

For species listed under the Appendices of CITES, a CITES Export/Import/Re-export Permit shall be issued by BMB. For non-CITES specimens, the concerned Regional Executive Director shall issue the export/import/re-export clearances for applicants within his/her area of jurisdiction. These permits shall be issued anytime, whenever needed, and shall have a validity period of not more than six (6) months, depending upon the requirements of the shipment as determined by the DENR.

11.1 Requirements for the issuance of CITES or non-CITES Export/Re-export/Import Permits:

11.1.1 CITES/ Wildlife Export Certificate:

- a. Duly accomplished application form (Annex "I");
- b. Inspection of wildlife by the DENR within 5 days;
- c. Documents supporting the legal possession or acquisition of wildlife;
- d. DTI export declaration, if for commercial purposes;
- e. Local Transport Permit, where applicable; and,
- g. Payment of fees in accordance with Section 12 hereof.

11.1.2 CITES/ Wildlife Import Certificate:

- a. Duly accomplished application form (Annex "J");
- b. Export permit/certification of origin from exporting country;
- c. For live specimens, veterinary/phytosanitary certificate issued by the authorized government agency of the country of origin; and,
- d. Payment of fee in accordance with Section 12 hereof.

11.1.3 CITES/ Wildlife Re-export Certificate

- a. Duly accomplished application form (Annex "I");
- b. Inspection of specimens by the DENR within 5 days;

- c. CITES/Non-CITES Import Permit issued by the DENR or other documents supporting legal possession or acquisition of wildlife;
- d. Local transport permit, where applicable;
- e. DTI export declaration, if for commercial purposes; and,
- f. Payment of fees in accordance with Section 12 hereof.

11.2 Procedures for Processing of CITES or non-CITES Export/Re-export/Import Permits:

- a. The applicant shall fill out the CITES application form and submit documentary requirements stipulated under section 8.1 hereof to the concerned DENR Regional Office or BMB Records Management and Documentation Unit;
- b. The BMB-Wildlife Resources Division or concerned Licensing, Patent and Deeds Division (LPDD) shall evaluate the application to determine the completeness of the requirements, check validity and authenticity of submitted documents within the day;
- c. The BMB- Wildlife Resources Division or concerned LPDD will conduct an inspection of the wildlife, by product and derivative being applied for export/re-export, or the wildlife facility that will store/keep the wild animals to be imported. After which, the technical staff will prepare and submit the inspection report including the narrative and photo-documentation within 5 days. For endorsed applications from the Regional Office, the inspection report should be included as part of the submitted documents;
- d. Considering that all requirements and inspection are complete and meritorious, the technical staff from BMB or concerned LPDD shall prepare the Order of Payment for the required fees to be endorsed to the Accounting Section within the day;
- e. The BMB-WRD or concerned DENR-Regional Office shall prepare the Permit once the required fees have been paid, and endorse the Permit to the Chief/duly designated In-Charge of the Wildlife Resources Division or LPDD for signature, upon which to be forwarded to the Bureau Director/In-Charge or DENR-RED for approval within three (3) days; and,
- f. Transmittal of approved CITES/Non-CITES Export/Re-export/Import permit to concerned parties within one (1) day.

The streamlining/procedures for different wildlife permits and affidavit of undertaking are shown in the corresponding flowcharts, as attached in Annexes K, L, M, N and O.

Section 12. Schedule of Fees and Charges

The following rates of fees and charges on wildlife shall be collected:

12.1 Fees

A. Application and Processing fees

Gratuitous Permit	---	100.00
Wildlife Farm/Culture Permit	---	1000.00
Wildlife Collector's Permit		600.00
Clearance to Operate (Zoo / botanical garden)	---	500.00
Wildlife Special Use Permit (shows/exhibition, educational and documentation purposes)	---	1,000.00
Wildlife Special Use Permit (for direct trade purposes)	---	600.00
Wildlife export/Re-export/Import	---	200.00
Special Local Transport Permit	---	P300.00

B. Inspection Fees:

a. Export/Re-Export

1. Commercial	---	600.00
2. Non-commercial	---	300.00

b. Import	---	500.00
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c. Local Transport	---	300.00
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d. Clearance to Operate (Zoological/Botanical Garden/Similar Establishment)	---	1,000.00
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e. Special Local Transport Permit	---	500.00
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C. Permit fees:

1. Gratuitous Permit

- Thesis of Undergraduate	---	100.00
- Thesis of Graduate Students and Dissertation of Graduate Students	---	200.00
- Foreign researcher or Filipino affiliated with foreign institution	---	300.00
- Research project/program affiliated to and/or funded by Foreign Research/Academic Institutions	---	500.00

2. Local Transport Permit	---	300.00
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3. Special Local Transport Permit

Validity Period

One (1) week or less		200.00
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	Two (2) weeks	250.00
	Three (3) weeks	300.00
	One (1) month	500.00
	Two (2) months	750.00
	Three (3) months	1,000.00
4.	Wildlife Farm Permit	--- 8,000.00
5.	Export/Re-export Permit	
	5.1 Commercial (CITES & Non-CITES)	
	- Fauna and its by-products or derivatives	3% of export value
	- Flora (propagated)	P 300.00 1 st 50 pcs; P 2.00/pc. for each additional piece
	- Flora (Wood Products and Derivatives)	3% of export value
	5.2 Non-commercial (1-2 pairs of pet, plants not exceeding 12 pcs.)	
	- CITES species	350.00
	- Non-CITES species	300.00
6.	Import (CITES species/ non-CITES species) For non-commercial (1-2 pairs of pet, plants not exceeding 12 pcs)	1,000.00
7.	Re-issuance fee for CITES/Non-CITES permit	
	- CITES permit	250.00
	- Non-CITES	150.00
8.	Clearance to Operate (Zoo / botanical garden)	5,000.00
9.	Wildlife Special Use Permit (shows/exhibition, educational and documentation purposes)	500.00
10.	Certificate of Wildlife Registration	500.00

The issuance of the Certificate of Wildlife Registration (CWR) for non-threatened, threatened and exotic faunal species shall be imposed with the following fees:

- a. 1 – 50 hd. - registration fee of P50.00 to cover

- administrative cost and services
- b. 51 – 100 hd. - P500.00
 - c. 101 – 200 hd. - P750.00
 - d. 201 and above - P1,000.00

12.2 Charges:

12.2.a Collection under Wildlife Collector's Permit/Wildlife Special Use Permit

Species	Charges	
Mammals	P 500/head	
Reptiles	P 300/head	
Birds	Common – P 20/head	Threatened-P1,000/head
Amphibian	P 20/head	
Insects	e.g. Butterflies/beetles P 20/head	
Orchids	Common - P 50/pc	Threatened - P 200/pc
Wildlings*	P 50/pc	
Other plants	P 25/pc	

** wildlings except when collected by communities for development projects certified by the DENR field office*

All conservation projects being implemented by the Philippine Government Agency/ Office or entity are exempted from payment of charges/fees provided in this Order

CHAPTER IV Miscellaneous Provisions

Section 13. Wildlife Management Fund. A Wildlife Management Fund for the DENR shall be created pursuant to the Rules under Section 29 of the Joint DENR-DA-PCSD Administrative Order No. 01, Series of 2004. The DENR Regional Offices and BMB shall administer their respective Funds. For this purpose, the Secretary shall create special bodies within BMB and the DENR Regional Offices to decide on fund allocation and disbursement system subject to existing accounting and auditing rules and regulations.

Special Collecting Officers shall be designated in the Regional Offices and BMB to take charge of all incomes that will accrue to the Fund. These Collecting Officers shall submit periodically a statement of the amount collected to the RED or BMB Director, as the case may be.

Section 14. Wildlife Enforcement Officers (WEO). Wildlife Enforcement Officers shall be deputized by the concerned DENR Regional Executive Director (RED) pursuant to the Rules under Section 30 of the Joint DENR-DA-PCSD Administrative Order No. 01 Series of 2004. The deputation shall follow the requirements and procedures hereof.

Wildlife Enforcement Officers shall also be designated by the concerned law enforcement agency. For this purpose, the Secretary or RED concerned shall coordinate with the head of the law enforcement agency concerned for the designation of Wildlife Enforcement Officers. They shall provide the RED with the list of their designated WEO. The RED and the

law enforcement agency concerned may enter into a MOA or MOU for the conduct of training and joint evaluation of performance of the WEOs.

14.1 Processing and Approval of the Deputation Orders. The following procedures shall be observed in the processing of applications for deputation:

14.1.1 At the Community Environment and Natural Resources Office (CENRO):

- a. Receive applications for deputation and ensure completeness of the documents submitted;
- b. Verify and evaluate the qualifications of the applicant based on the supporting documents submitted and endorse the same within three (3) days; and,
- c. Forward to the Office of the Regional Executive Director (RED) thru the Provincial Environment and Natural Resources (PENRO), all processed applications for deputation with the findings and categorical recommendation.

14.1.2 At the Provincial Environment and Natural Resources Office (PENRO):

- a. Review all applications submitted by the CENRO; and
- b. Indorse all applications to the Office of the Regional Executive Director with categorical recommendation within two (2) days.

14.1.3 At the Regional Office (Office of the RED)

- a. The Regional Executive Director concerned shall further review all applications indorsed by the PENRO and act accordingly; and,
- b. The Regional Executive Director shall approve the deputation order of the Wildlife Enforcement Officer for a period of one (1) year which is renewable for the same period, if warranted.

14.2 Orientation and Training. The DENR shall conduct the orientation of WEOs immediately prior to assumption of duty to ensure that they will effectively perform their functions as such. The orientation shall be conducted at the CENRO level in coordination with the Human Resources Development Sector of the concerned Regional Office. The specific functions and responsibilities of the WEO shall be defined by the DENR.

The DENR thru the HRDS shall conduct an initial trainors training for the Regional Offices on the first year of implementation of this Order. The Regional Offices shall conduct a training for the proposed WEOs. The orientation shall consist of, but not limited to, the following:

- 14.2.1 Basic knowledge on wildlife laws, rules and regulations;
- 14.2.2 CITES provisions;
- 14.2.3 Wildlife Identification;
- 14.2.4 Animal handling;

14.2.5 Basic training in the preparation of reports, affidavit, sworn statement, seizure and turn-over receipt, inventory report; filing of complaint in court, inspection procedure/safety, surveillance, smuggling techniques, method of concealment, documentation of frauds and detection of falsified or invalid documents; and,

14.2.6 Prosecution of wildlife cases.

The Deputation Order indicating the area of assignment, duties and responsibilities, among other things, and the corresponding identification card shall be given after the WEO has attended the orientation.

To update the WEOs on the latest wildlife policies including CITES provisions for implementation, a training shall be undertaken as often as may be necessary within the regional level.

WEOs whose deputation orders are still valid must participate in the scheduled trainings. Failure to attend such trainings shall constitute a ground for the revocation of their deputation unless justified by non-existence of training within their area of assignment.

14.3 Revocation/Termination of the Deputation Order. The Deputation Order of a WEO may be revoked by the approving authority on any of the following grounds:

14.3.1 When the WEO is found to be ineffective in the implementation of wildlife laws, rules and regulations including the implementation of CITES provisions based on the performance evaluation as provided for in Section 14 hereof;

14.3.2 When found to have committed an act or acts in violation of the regulatory functions of the DENR without prejudice to the filing of criminal charges; and,

14.3.3 When the WEO fails to attend required trainings referred to in Section 14 hereof.

14.4 Revocation/Termination of the Designation Order. The Designation Order of a WEO from law enforcement agencies shall be terminated upon cessation of their service in their respective agencies.

14.5 Performance Evaluation of WEO. The performance and compliance of the deputized WEO by the DENR with the provisions of this Order shall be evaluated by the Community Environment and Natural Resources Officer using the criteria and evaluation form to be prescribed by the Undersecretary for Field Operations within two (2) months prior to renewal.

14.6 Renewal of Deputation Order. Duly accomplished performance evaluation form for WEOs shall be the sole basis for renewal. Recommendations for renewal of Deputation Order for WEOs with satisfactory or better ratings shall be forwarded by the concerned PENRO concerned to the RED who is hereby authorized to approve such renewal for one (1) year.

783 **14.7 WEO Desk.** A Special desk for WEOs within each Regional Office shall be
784 created/designated to supervise the operations of WEOs under its jurisdiction. Monthly
785 reports on the activities and accomplishments of WEOs and reports on deputation orders
786 issued shall be submitted to the Office of the Undersecretary for Field Operations and
787 Undersecretary for Policy and Planning or concerned Undersecretary, copy furnished the
788 Director of BMB.
789

790 **Section. 15. Botanical Gardens, Zoological Parks and Other Similar Establishments.** The
791 establishment, operation and maintenance of botanical gardens, zoological parks and similar
792 establishments shall be allowed upon issuance of a Clearance to Operate the facility and
793 manage the wildlife stock thereat by the concerned DENR-Regional Executive Director. This
794 permit shall have a validity period of five (5) years, and renewable for the same duration.
795

796 Existing zoos and other similar establishments previously accredited by the DENR shall be
797 assessed based on the requirements specified in this Order. Facilities that do not satisfy said
798 requirements shall be made to comply thereto and shall be issued the corresponding permit.
799

800 **15.1 Requirements for the issuance of the CTO.** The following requirements shall
801 be submitted to the DENR-Regional Office for evaluation:
802

- 803 a. Letter of Intent with Project Proposal, indicating among others, species,
804 quantity and source of stocks to be maintained, management
805 schemes/operations;
806
- 807 b. Development Plan to include physical/structural plan of facilities and location
808 map;
809
- 810 c. Latest income tax return or financial statement showing financial capability;
811
- 812 d. Proof of technical and management capability (list of manpower);
813
- 814 e. Environmental Compliance Certificate or other appropriate clearance from
815 EMB Regional Office concerned;
816
- 817 f. Permit to Operate from the Local Government Unit concerned;
818
- 819 g. Payment of application and processing fee; and,
820
- 821 h. Others as may be required.
822

823 **15.2 Procedures for Processing of Clearance to Operate**

824

825 15.2.1 The applicant shall submit the requirements stipulated under Section 15.1
826 hereof to the Regional Office concerned;
827

828 15.2.2 The Licensing, Patents, and Deeds Division (LPDD) of the concerned
829 DENR Regional Office shall evaluate the completeness of the submitted
830 requirements within one (1) working day upon receipt thereof.
831

- i. In case the documents submitted are incomplete, the application shall be returned immediately informing the applicant of the deficiencies;
- ii. If the documents submitted are found in order, the technical staff of the concerned DENR Regional Office, at the cost of the applicant, shall inspect the proposed facility and submit its inspection report to the Regional Wildlife Management Committee (RWMC) within five (5) working days upon receipt of complete application documents;

15.2.3 The RWMC, within five (5) days, shall evaluate the application and submit its recommendation to the Regional Executive Director (RED) for approval or denial;

- i. The concerned RED shall issue the Clearance to Operate (CTO) within three (3) working days upon receipt of recommendation from RWMC. In case of denial, the RED shall issue a notification letter to the applicant stating the reasons for such denial; and,
- ii. The concerned DENR Regional Office, through its Records Unit, shall transmit the CTO or notification letter to the concerned party within one (1) day from issuance thereof by the RED.

15.3 Responsibilities of a CTO Holder. The following shall be the responsibilities of CTO holders.

15.3.1 Acquire additional stocks only in accordance with the existing laws, rules and regulations and only from facilities with permits from DENR;

15.3.2 Provide markings or identification tags, where appropriate, for the parental stocks and progenies;

15.3.3 Allow authorized DENR personnel access to the wildlife and facilities for inspection and monitoring purposes;

15.3.4 Submission of the following:

- a. Annual inventory report;
- b. Acquisition reports within 15 days from acquisition of new or additional stocks;
- c. Report to the DENR within 30 days any birth/hatching produced in the facility; and,
- d. Mortality report supported by necropsy report issued by licensed Veterinarian within 30 days from the death of the animals.

15.3.5 Transport of wild faunal species from the registered facility to another within the country shall be accompanied by a Local Transport Permit (LTP) secured from the nearest DENR-Provincial Environment and Natural Resources Office (PENRO).

881 **15.4 General considerations for botanical gardens, zoos and other similar**
882 **establishments:**

- 883
- 884 a. Welfare of the animals. Management and maintenance of animals in the
885 facility shall be given paramount consideration;
- 886
- 887 b. Acquisition of stock. Wildlife species shall be acquired from
888 facilities/sources with permit from the DENR/DA-BFAR/PCSD,
889 including wildlife rescue centers; and,
- 890
- 891 c. Transfer, sale and/or exchange of animals/threatened plants among
892 zoos/botanical gardens. Transfer, sale, and/or exchange of wildlife species
893 should be consistent with pertinent provisions of this Order. All
894 transactions shall be recorded and documented for monitoring purposes.
- 895
- 896

897 **CHAPTER V**
898 **General Provisions**

900 **Section 16. Funding.** The DENR shall propose and allocate funds under the General
901 Appropriations Act for the implementation of this Order.

902

903 **Section 17. Amendment.** This Order may be amended wholly or in part by the Secretary.

904

905 **Section 18. Separability Clause.** The provisions of this Order are hereby declared to be
906 separable, and in the event that one or more provisions are declared unconstitutional, the
907 validity of other provisions shall not be affected thereby.

908

909 **Section 19. Repealing Clause.** DAO 2004-55 including all orders, circulars, memoranda and
910 other issuances inconsistent herewith are hereby repealed and/or amended accordingly.

911

912 **Section 20. Effectivity.** This Order shall take effect fifteen (15) days after publication in a
913 newspaper of national circulation and acknowledgement by the Office of the National
914 Administrative Registry (ONAR).

915

916

917 **MARIA ANTONIA YULO-LOYZAGA**
918 Secretary

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920

921

922

923

ADMINISTRATIVE ORDER

No. 2023 - _____

SUBJECT: PRESCRIBING NEW FEES FOR THE USE OF WILDLIFE RESOURCES

Pursuant to the provisions of Republic Act No. 9147¹ of 2001 and in compliance with Malacañang Administrative Order No. 31² dated 01 October 2012, the following fees and charges concerning wildlife resources are hereby imposed for the guidance and compliance of all concerned.

Section 1. Definition of Terms. The terms as used in this Order shall mean as:

- a. By-Products – refers to any part taken from wildlife species such as meat, hides, antlers, feathers, leather, fur, internal organs, bones, roots, trunks, barks, petioles, leaf fibers, branches, leaves, stems, flowers, scales, scutes, shells, coral parts, carapace and the like, or whole dead body of wildlife in its preserved/stuffed state, including compounds indirectly produced in a bio-chemical process or cycle;
- b. CITES (Convention on International Trade in Endangered Species of Wild Fauna and Flora) - an international agreement between the governments. It aims to ensure that international trade in specimens of wild animals and plants does not threaten their survival;
- c. CITES Import Permit - permit issued authorizing an individual to bring into the Philippines wildlife, by-products and derivatives of species listed under the CITES³ from other countries;
- d. CITES Re-export Permit – refers to the permit authorizing an individual to bring out of the country wildlife listed under the CITES Appendices, including its by-products or derivatives, which were previously imported;
- e. Clearance to Operate – a permit issued by the Regional Executive Director to operate and manage **zoological park, botanical garden or any similar establishment for recreation, education and conservation purposes;**

¹ Republic Act 9147 – Wildlife Resources Conservation and Protection Act

² Malacañang Order No. 31 – Directing and Authorizing All Heads of Departments, Bureaus, Commissions, Agencies, Offices and Including Government-Owned and/or –Controlled Corporations (GOCCs), to Rationalize the Rates of their Fees and Charges Increase their Existing Rates and Impose New Fees and Charges

³ CITES - Convention on International Trade in Endangered Species of Wild Fauna and Flora, trade of wildlife species, their by-products and/or derivatives listed under CITES Appendices I, II and III is governed by CITES rules and regulations. The list of such species is accessible at cites.org

- f. Commercial purposes – activities undertaken to obtain economic benefit, including profit (whether in cash or in kind) and is directed toward sale, exchange, provision of a service or other form of economic use or benefit;
- g. Derivatives - refers to a substance/material extracted or taken from wildlife such as but not limited to blood, saliva, oils, resins, genes, gums, honey, cocoon, fur, tannin, urine, serum, spores, pollen and the like; a compound directly or indirectly produced from wildlife and/or products produced from wildlife and wildlife products;
- h. Fees – amount collected covering administrative costs and services of public officers;
- i. Gratuitous Permit – permit given to an individual, academe, research institution, or organization to collect wildlife species from the natural habitat for scientific and other non-commercial authorized purposes;
- j. Importation – the act of bringing wildlife, by-products or derivatives into the country;
- k. Local Transport Permit (LTP) – permit authorizing an individual to bring, carry or ship wildlife, by-products or derivatives acquired from legal sources from the point of origin to the final destination within the country;
- l. Wildlife - refers to wild forms and varieties/strains of flora and fauna, in all developmental stages, such as but not limited to eggs, pupae, seedlings including those which are in captivity or are being bred or propagated; flora and fauna or those not covered by any legally-accepted document stating that same is a product of registered captive-breeding/propagation shall be presumed to be in wild form;
- m. Wildlife Collector's Permit (WCP) – permit to take or collect from the wild certain species and quantities of wildlife for commercial breeding/propagation purposes;
- n. Wildlife Farm Permit (WFP)/Wildlife Culture Permit (WCuP) – permit to develop, operate and maintain a wildlife breeding farm for commercial purposes; and,
- o. Wildlife Special Use Permit (WSUP) – refers to the permit authorizing the qualified persons to collect economically important species for direct trade purposes; or, the use of wildlife for shows, exhibition, educational and documentation for commercial purposes.

Section 2. Schedule of Fees and Charges. The following rates of fees and charges for the use of wildlife resources shall be collected:

A. Application and Processing Fees:

(In Philippine Pesos)

Wildlife Collector's Permit	-----	600.00
Wildlife Farm/Culture Permit	-----	1,000.00
Clearance to Operate for the Establishment of Zoo/Botanical Garden/Similar Establishment	-----	500.00 1,000.00
Wildlife Special Use Permit	-----	1,000.00

(for shows/exhibition, educational and documentation for commercial purposes)

Wildlife Special Use Permit	-----	600.00
(for direct trade purposes)		
Wildlife export/Re-export/Import	-----	200.00 500.00

B. Inspection Fees:

a. Export/Re-Export		
- Commercial On-site Inspection	-----	600.00 2,000.00
- Non-commercial Off-site (Office based Inspection)	-----	300.00
b. Facility Inspection for Import of live wildlife	-----	500.00 2,000.00
c. Local Transport		
- Off-site (Office based Inspection)	-----	300.00
- On-site Inspection	-----	2,000.00
d. Clearance to Operate (Zoological/Botanical Garden/Similar Establishment)	-----	1,000.00 2,000.00

C. Permit Fees:

a. Gratuitous Permit		
- Thesis of Undergraduate	-----	100.00
- Thesis of Graduate Students and Dissertation of Graduate Students	-----	200.00
- Foreign researcher or Filipino affiliated with foreign institution	-----	300.00
- Research Project/Program affiliated to and or funded by Foreign Research/Academic Institutions	-----	500.00
b. Local Transport	-----	300.00
c. Clearance to Operate (Zoo/Botanical Garden/Similar Establishment)	-----	5,000.00
d. Export/Re-Export		
- Commercial	-----	3% of export value
- Non-commercial (CITES)	-----	350.00
- Non-commercial (Non-CITES)	-----	300.00
e. Import Permit Fee	-----	1,000.00
f. Wildlife Farm Permit	-----	8,000.00

g. Certificate of Wildlife Registration	-----	500.00
h. Wildlife Special Use Permit (for shows/exhibition, educational and documentation for commercial purposes)	-----	500.00

Section 3. Exemption. This Order shall not apply to the following:

- a. Collection of known invasive alien species (Annex "A") primarily for direct consumption and/or export shall be encouraged and corresponding fees shall be waived; and,
- b. All conservation projects directly being implemented by the Philippine Government Agency/Office or entity are exempted from payment of charges/fees provided in this Order.

Section 4. Repealing Clause. All existing orders, rules and regulations, memorandum circulars, directives or part thereof, contrary or inconsistent with the provisions of this Administrative Order, are hereby repealed, amended and/or modified accordingly.

Section 5. Effectivity. This Order shall take effect fifteen (15) days after its publication in a newspaper of general circulation and fifteen (15) days after registration with the Office of the National Administrative Register (ONAR).

MA. ANTONIA YULO LOYZAGA
Secretary